

National Certificate in Health, Disability, and Aged Support (Orderlies) (Level 3)

Level	3
Credits	62

Purpose

This national certificate is designed to recognise the knowledge and skills required by orderlies in the health, disability, and aged support sector. The qualification covers skills required by orderlies to assist medical staff and managers; and transport patients, medical equipment, and supplies to and from wards and departments in medical facilities.

The compulsory section recognises the knowledge and skills related to supporting a person to use moving and assistive equipment safely, applying the Code of Rights, maintaining a safe and secure environment, describing and applying culturally safe Māori operating principles and values, and applying infection control practices, in a health, disability, or aged care setting. Other skills include preparing and transferring clients and related medical equipment, collecting and transporting items related to client care, describing and using administrative systems, and describing and implementing strategies for de-escalating unwanted behaviour. Candidates are also required to communicate with consumers and others and access communication supports, as well as handle dangerous and hazardous goods in the workplace, and provide customer service.

The elective section provides opportunities for candidates to select standards that recognise the specific skills and knowledge related to their role. These skills and knowledge include handling equipment and people safely; contributing within a group/team which has an objective(s); receiving and transferring a deceased person to a mortuary; describing procedures for the uplift and transportation of body parts; collecting, transporting, and disposing of healthcare waste; preparing a deceased person for viewing; releasing a deceased person to a designated authority; demonstrating knowledge of cultural identities and culture related issues; and describing culturally safe principles and Pacific values.

Upon completion of this qualification, graduates may choose to develop their careers further as theatre orderlies, senior orderlies, or in supervisory management roles within the health and disability sector.

After successfully completing this qualification, graduates may undertake further study towards the National Certificate in Mental Health and Addiction Support (Level 4) with optional strands in Addiction, Family/Whānau, and Kaupapa Māori [Ref: 01678], the National Certificate in Brain Injury Support (Level 4) [Ref: 1600], or the National Certificate in Community Support Services (Disability Information Provision) (Level 4) [Ref: 1406].

Special Notes

It is recommended that candidates hold the National Certificate in Health, Disability, and Aged Support (Foundation Skills) (Level 2) [Ref: 1291], or have equivalent knowledge and skills, before enrolling in this qualification.

Credit Range

	Compulsory	Elective Set A	Elective Set B
Level 2 credits	14	0-4	-
Level 3 credits	27	7-12	6
Level 4 credits	3	0-5	-
Minimum totals	44	18	

Requirements for Award of Qualification

Award of NZQF National Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

Summary of Requirements

- Compulsory standards
- Elective – A minimum of 18 credits as specified

Detailed Requirements

Compulsory

The following standards are required

Community and Social Services > Health, Disability, and Aged Support > Community Support Services

ID	Title	Level	Credit
26977	Support a person to use moving and assistive equipment safely in an aged care, health, or disability context	3	4

Community and Social Services > Health, Disability, and Aged Support > Health and Disability Principles in Practice

ID	Title	Level	Credit
20830	Maintain a safe and secure environment in a health or disability setting	2	5
23380	Describe and apply culturally safe Māori operating principles and values in a health, disability, or community setting	3	6
27104	Apply the Code of Rights when supporting people in an aged care, health, or disability context	3	2
27142	Identify infectious conditions and apply infection control practices in an aged care, health, or disability context	2	4
27310	Prepare and transfer clients when working as an orderly in a health or disability context	3	3
27311	Collect and transport items related to client care when working as an orderly in a health or disability context	3	3
27312	Describe and use administration systems when working as an orderly in a health or disability context	3	3
27315	Describe and implement strategies for de-escalating unwanted behaviour in an aged care, health, or disability context	4	3

Community and Social Services > Health, Disability, and Aged Support > Whānau Ora and Community Support

ID	Title	Level	Credit
26975	Communicate with consumers and others, and access communication supports in a health, disability, or community setting	3	6

Health > Occupational Health and Safety > Occupational Health and Safety Practice

ID	Title	Level	Credit
25048	Handle dangerous and hazardous goods in the workplace	2	3

Service Sector > Service Sector Skills > Service Sector - Core Skills

ID	Title	Level	Credit
57	Provide customer service	2	2

Elective

A minimum of 18 credits

From the following sets

- Set A
- Set B

Set A

A minimum of 12 credits

Community and Social Services > Health, Disability, and Aged Support > Community Support Services

ID	Title	Level	Credit
23452	Demonstrate knowledge of handling equipment and people safely in a health or disability setting	2	4

Community and Social Services > Health, Disability, and Aged Support > Health and Disability Principles in Practice

ID	Title	Level	Credit
27313	Receive and transfer a deceased person to a mortuary when working as an orderly in a health or disability context	3	6
27314	Describe procedures, and uplift and transport body parts when working as an orderly in a health or disability context	3	4
27316	Collect, transport, and dispose of healthcare waste when working as an orderly in a health or disability context	4	5
27317	Prepare a deceased person for viewing when working as an orderly in a health or disability context	3	3
27318	Release a deceased person to a designated authority when working as an orderly in a health or disability context	3	2

Humanities > Communication Skills > Interpersonal Communications

ID	Title	Level	Credit
9681	Contribute within a group/team which has an objective(s)	3	3

Set B

A minimum of 1 standard

Community and Social Services > Health, Disability, and Aged Support > Health and Disability Principles in Practice

ID	Title	Level	Credit
25987	Describe culturally safe principles and Pacific values for a consumer in a health, disability, or community setting	3	6
27141	Demonstrate knowledge of cultural identities and culture-related issues in an aged care, health, or disability context	3	6

Transition Arrangements

Version 1

The qualification contains a standard that replaced an earlier standard. For the purposes of this qualification, people who have gained credit for the expiring standard are exempt from the requirement to gain credit for the replacement standard – see table below.

Credit for	Exempt from
20824	27104

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	July 2011	N/A

Standard Setting Body

Community Support Services Industry Training Organisation Limited
PO Box 25 255
Christchurch 8144

Telephone 03 371 9295
Facsimile 03 371 9285
Email info@careerforce.org.nz
Website <http://www.careerforce.org.nz>

Planned Review

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

Next Review	2014
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Other standard setting bodies whose standards are included in the qualification

New Zealand Industry Training Organisation
NZQA

Certification

This certificate will display the logos of NZQA, the Community Support Services ITO Limited and the organisation that has been granted consent to assess against standards that meet the requirements of the qualification (accredited).

Classification

This qualification is classified according to the classification system listed on the Directory of Assessment Standards (DAS) and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
453	Community and Social Services > Health, Disability, and Aged Support	090511	Society and Culture > Human Welfare Studies and Services > Community Client Care

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Organisation with consent to assess and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Consent to assess requirements and the moderation system are outlined in the associated Consent and Moderation Requirements (CMR) for each standard.